Index to Vol. 60 (1999)

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A

"@brint.com" & logo, rev. of, 565-66

Ablex Publishing, "Elsevier Science acquires JAI Press/Ablex Publishing," 5

"Academic info" & logo, rev. of, 112

"Academic library Web sites: from public relations to information gateway" & photos., Medeiros, 527-29, 561

Academic or Research Librarian of the Year Award, *1999*, 279; *2000*, 643

Accessible libraries on campus: a practical guide for the creation of disability-friendly libraries" & photo., McNulty, ed., 721

Acquisitions (by author, subject, or *title*): Actresses (Burnett), 211–12; Andrews, Mason C. (gynecologists, civic leaders), 117; Architects (Payson), 776 (& photo.); Artists (Kent), 864; Astronomy books (17th & 18th century), 570; Authors (Bowles, 964 [& photo.]; Dos Passos, 864; Holt, 327; Isherwood, 776; Kent, 864; Rudloe, 37; Vonnegut, 964 [& port.]); Basque region (Spanish Civil War archive), 117; Beethoven (Tyson), 570; Biologists (Rudloe), 37; Blow Family Papers, 864 (& photo.); Bowles, Paul (authors, composers), 964 (& photo.); Browning, Robert & Elizabeth Barrett (poets), 405 (& photo.); Burnett, Carol (actresses), 211–12; "The Carol Burnett Show," 211–12; Chinese books (People's Republic of China Embassy), 38; Civic leaders (Andrews), 117; Composers (Bowles), 964 (& photo.); Conservationists (Rudloe), 37; Daniels (Pearl Herlihy) Historical Map Coll. (maps), 405; de la Garza, Eligio (Kika) (politicians), 405; Democratic Party of Hawaii, 863; DeVincent, Sam (sheet music), 663; Diaries (Urquhart), 212; Dos Passos, John (authors), 864; Educators (Holt), 327; Erdmann, Axel (16th century books, women's roles), 664; Galvin, Brendan (poets), 964; Garrett, Jenkins (Tex. Postcard Coll.), 776; Gay, John, 570; *Gay's beggar's opera: its content, history and influence* (Schultz), 570; Gerassi, John, 327; Gottschalk, Carl W. (renal physiologists), 212; Gynecologists (Andrews), 117; Holt, Roy Davis, Sr. (authors, educators), 327; Horse (thoroughbred) racing and breeding (Lasker), 664; Hubbell, David S. (Mark Twain coll.), 212; Isherwood, Christopher (authors), 776; Kelmscott Chaucer (Morris) & photo., 212; Kent, Rockwell (artists, authors), 864; Lasker, Edward (horse [thoroughbred] racing and breeding), 664; Leab Coll. (Orwell), 212; Maps (Daniels), 405; Mark Twain Coll. (Hubbell), 212; Matusinec, Frank & Rose Mary (St. Augustine's *De Civitate Dei*), 485; Morris, William (Kelmscott Chaucer) & photo., 212; Mozart (Tyson), 570; Murrow, Edward R. (Newscasters), 485; Musicologists (Tyson), 570; Newscasters (Murrow), 485; Orwell, George (Leab coll.), 212; Payson, Ellen Louise (architects), 776 (& photo.); People's Republic of China Embassy (Chinese books), 38; Performance artists (Waldman), 117; Poets (Browning, Robert & Elizabeth Barrett, 405 [& photo.]; Galvin, 964; Waldman, 117; Zimmer, 775–76); Politicians (de la Garza), 405; Renal physiologists (Gottschalk), 212; Rudloe, Jack (authors, biologists, conservationists), 37; St. Augustine's *De Civitate Dei*, 485; Sartre, Jean-Paul, 327; Schultz, William Eben (Gay), 570; Sheet music (DeVincent), 663; Sherman, Arthur (Stratemeyer Syndicate coll.), 37–38; 16th century books (Erdmann), 664; Spanish Civil War archive (Basque region), 117; Stratemeyer, Edward, 37–38; Stratemeyer Syndicate coll. (Sherman), 37–38; 17th century books, 38; Tex. Postcard Coll. (Garrett), 776; Trask, Spencer & Katrina (Yaddo archives), 776; Tyson, Alan (musicologists, Mozart, Beethoven), 570; Urquhart, Jane (diaries), 212; Vonnegut, Kurt (authors), 964 (& port.); Waldman, Anne (poets, performance artists), 117; Westmoreland, William, General, 570; Women veterans (WWII), 664; Women's roles (Erdmann), 664; WWII (women veterans), 664; Yaddo archives (Trask), 776; Zimmer, Paul (poets), 775–76

Acquisitions (by institution): Baylor U., 405 (& photo.); Brown U., 212; Coll. of Wm. & Mary, 864 (& photo.); Hollins U., 964; Huntington Lib., 664, 776; Ind. U., 663, 964 (& port.); Johns Hopkins U., 570, 864; Marquette U., 485; NYPL, 776; Northern Ill. U., 37–38; Old Dominion U., 117; Tex. A&M, 38; Tex. Tech U., 327; UCLA, 211–12; U. of Del., 405, 964 (& photo.); U. of Fla., 37; U. of Hawaii, Manoa, 863; U. of Maine, 776 (& photo.); U. of Mich., 117; U. of Nev., Reno, 117; U. of N.C. (C-H, 212; Greensboro, 664); U. of Rochester, 775–76; U. of S.C., 38, 570; U. of S. Fla., St. Petersburg, 212; U. of Tex., Arlington, 776; U. of Tex. Pan-American, 405; U. of

Guide to index

Filing is word-by-word (ALA, 1968).

Abbreviations: Standard abbreviations are used except in titles. Names of some organizations, ALA, ACRL, LC, etc., are also abbreviated and are alphabetized as if spelled out.

Special abbreviations:

appt.	appointment
f.	foundation
port.	portrait
prof.	profile
prog.	program

Special usages: More than one reference per page is indicated in parentheses. Under the heading "Acquisitions (by author, subject, or *title*)" parentheses may enclose donors' names (for subjects) or subjects (for named collections).

About the author

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Waterloo, 212; Wash. U., St. Louis, 212 (& photo.), 570; Wash. State U., 485; Wesleyan U., 570; Yale U., 327, 664
Adair, James R., Jr., appt., 217
"Adam" & logo, rev. of, 480–81
Adams, Karen G., news note, 487
"Advance registration," ACRL National Conference, *1999*, 182
"Advance registration through March 12," ACRL National Conference, *1999*, 102
"Advocacy 101 for academic librarians: tips to help your institution prosper," Kirchner, 844–46, 849
"African American culture: some sites you should bookmark" & logos, Saxton, 9–12
African National Congress, "UConn partners with African National Congress," 263
"After Think Tank III: continuing the conversation," 753
Agee, Anne Scrivener, photo., 752
"Alabama Virtual Library becomes reality," 609
Aldrich, Duncan, news note, 778
Alessi, Dana, photo., 621
Alexander, Adrian W., news note, 487
Alford, Larry P., news note, 778
Allen, Nancy, rev., ("Quackwatch" & logo), 32
Allen, Susan Macall, appt., 665–666
Amato, Sara, "Internet reviews," 31–32, 112–13, 200–201, 323–24, 400–401, 480–81, 565–66, 656–57, 768–69, 858–59, 956–57
ALA Annual Conference, *1999*, "ACRL in New Orleans: highlights of ACRl programs at the ALA Annual Conference" & photos., 619–26, 628; "ACRL offers licensing workshop," 356; "ACRL programs and meetings," [AC1]–AC16 (no. 5); "ACRL/WESS receives $1,000 annual award," 159–60; "Attend the 1999 President's program," 394; "Learn about licensing," 263; "Learn about the licensing landscape," 159; "Order Annual Conference audiocassettes," 623; "Public hearing in New Orleans," 379; "WESS 20th anniversary papers on Web," 817
ALA, "Celebrate your freedom to read" & poster, 520; "Job Shadow Day 2000: a commitment to the future" & form, 826–27; "Support Library Legislative Day!" 72; "Traveling exhibitions: providing endless cultural programming opportunities" & photos., 835–38
ALA, Legislative Day, "Delaware Valley chapter works the hill" & photo., 435
ALA, Midwinter Meeting, *1999*, photo., 261
ALA, Midwinter Meeting, *2000*, "ACRL Midwinter meetings in San Antonio: a tentative schedule," 946–51; "Attend hearing on professional development," 890; "Be a winner! Visit the ACRL booth in San Antonio," 895
ALA, NMRT, "3M/NMRT Professional Development Grant helps ACRL member" & port., 436
"ALA Divisions Job Shadow Day: participation form," ACRL, 827
"ALA traveling exhibition opportunities," 838
"ATLA to digitize 50 journals in religious and theological studies," 519–21
AmRhein, Richard, appt. & port., 778
Anderson, Gregory L., "Cyberplagiarism: a look at the Web term paper sites," 371–73, 394; 371–73, 394, comments, 541
Anderson, Kristina L., rev., ("Symbols.com" & logo), 323
"ANSS bylaw passes in special election," 522
Appointments, 40–42, 118–20, 217–19, 329–31, 407–9, 488–89, 572–75, 665–67, 778–80, 865–68, 965–68
Arceneaux, Pamela, news note, 487
"Architects and librarians: a baseball experiment with American fiction and stadium design" & photos., Brown, 383–86, 391
"Arctic Studies Center" & logo, rev. of, 657
Arden, Caroline, deceased, 969
Armstrong, Oleta, retired, 219
Arnold, Jesse B., news note, 778
"Articles to read" on cyberplagiarism, 372
ACRL, Academic or Research Librarian of the Year Award, *1999*, 279; *2000*, 643
ACRL, "ALA Divisions Job Shadow Day: participation form," 827
ACRL, "And the winners are ...: the official results of the 1999 ACRL elections," 467–69, 471
ACRL, "Annual Conference Programs, New Orleans," *1999*, 933
ACRL Annual report, *1998-99*, 915
ACRL, "Attend hearing on professional development," 896
ACRL, "Be a winner! Visit the ACRL booth in San Antonio," 895
ACRL, Board of Directors, 1998-99, photo., 635; 1999-2000, photo., 636; "Members get in snych," 314; photo. & roster, *1998-99*, 934; "WESS represents ACRL at Frankfort Book Fair" & photo., 895
ACRL, Board of Directors, "Highlights," (Jan., 313–16, 318; June, 634–36)
ACRL, Budget & Finance Comm. Chair, "Financial report" & port., 935–38
ACRL, CLIP notes, #27, 265
ACRL, CLS, "Public hearing in New Orleans," 379
ACRL, CLS, Standards Comm., "Standards for college libraries: a draft," 375–81
ACRL, "A commitment to our future: the Friends of ACRL" & form, 729–30
ACRL, CJCLS, Community College Learning Resources/Library Achievement Awards, *1999*, 284; *2000*, 644ACRL, "Conferences, preconferences, institutes," 928–29
ACRL, Doctoral Dissertation Fellowship, *1999*, 283; *2000*, 644
ACRL, EBSS, Distinguished Education and Behavioral Sciences Librarian Award, *1999*, 281; *2000*, 644
ACRL, Excellence in Academic Libraries Award, *2000*, 435, 644
ACRL, Exec. Director, "Letter" & port., 920–21
ACRL, "Friends of ACRL," 940–41
ACRL, *Friends of college libraries*, 2nd ed. (CLIP note #27) published, 265
ACRL, Hugh C. Atkinson Memorial Award, *1999*, 278, 280; *2000*, 644;
ACRL, "Immersion '99: reports from the Institute for Information Literacy program" & photos., 723–26, 754
ACRL, "Immersion '00," 726
ACRL, Intellectual Freedom Comm., "Developing the statement," 471
ACRL, "Intellectural Freedom Principles for Academic Libraries," *1999*, third draft, 470; approved, 842
ACRL, IS, "After Think Tank III: continuing the conversation," 753; "Information literacy and the technological transformation of higher education: ACRL/IS Think Tank III disucssion to continue with an online forum in October" & photos., 751–54
ACRL, IS, Innovation in Instruction Award, *1999*, 281–82; *2000*, 644
ACRL, IS, Instruction Publication of the Year Award, *1999*, 282; *2000*,644
ACRL, IS, Miriam Dudley Bibliographic Instruction Librarian Award, *1999*, 280–81; *2000*, 644
ACRL, "Job Shadow Day 2000: a commitment to the future" & form, 826–27
ACRL, "Join the Friends of ACRL," 5–6
ACRL, "Leadership and learning," 915
ACRL, "Learn about the licensing landscape," 159;
ACRL, Media Resources Comm., "Guidelines for media resources in academic libraries," *1999*, approved, 294–302
ACRL, "Meet the ACRL staff," 942–45
ACRL, "Members running for ALA Council: these ACRL members need your vote," 191
ACRL, "Membership statistics," 917
ACRL, LPSS, Marta Lange/CQ Award, *1999*, 282–83; *2000*, 644
ACRL, National Conference, *1999*, "Advance registration," 182; "Advance registration through March 12," 102; "Build your skills: attend an ACRL preconference," 181–82; Detroit, Cobo Conference/Exhibition Center (photo.), 2; "Dettr:it dining: something for everyone" & photos., 173–77; Detroit scenes, (cover, no. 3); Detroit's skyline at night, (cover, no. 1); "Expanding competition in scholarly publishing" & port., 160; "The motor city: getting around and having fun" & photos., 103–5; "A new librarian's point of view," 447; "On audiocassette tapes," insert (no. 6); photo., 432; "Preliminary program," [C1]–C28 (no. 1); "Racing toward tomorrow, part 1: coverage from ACRL's 9th National Conference" & photos., 442–50, 457; "Racing toward tomorrow, part 2: more reports from ACRL's 9th National Conference" & photos.,

547–54, 557; "Read/hear all about it," 445; Rosenzwig, port., 154; "Schroeder and Neal on Web through July 8," 442; "Student learning in an information age: the conference-within-a-conference," 553; "Tune-up for optimum reference performance," 664
ACRL, National Conference, *2001*, "Call for participation," insert (no. 10); "Learn more about Denver on the Web," 832; "The mile high city: get closer to the sky at ACRL's 10th National Conference" & photos., 829–33; "Participate in ACRL X," 831; "Tune-up for optimum reference performance," 664
ACRL, "New books on Friends, reference, and service published by ACRL" & photo., 265
ACRL, "New monograph titles for 1998-99," 931
ACRL, "News from the University Libraries Section," 624–25
ACRL, President, "Attend the 1999 President's program," 396; "Meet English and Reichel: the candidates for ACRL President," 951; "Message" & port., 916–17
ACRL, Professional Enhancement Comm., "Advocacy 101 for academic librarians: tips to help your institution prosper," 844–46, 849
ACRL, "Publications" & photos., 930–32
ACRL, RBMS, Katharine Kyes Leab and Daniel J. Leab *American Book Prices Current* Exhibition Catalogue Awards, *1999*, 436–37
ARCL, RBMS, Security Comm., "Guidelines for the security of rare book, manuscript, and other special collections," *1999*, approved, 741–48
ACRL, "RBMS preconference to explore 'Border crossings' in Montreal," 6
ACRL, "RBMS seeks papers for 2000 preconference," 438
ACRL, "Section committee volunteer form," 759
ACRL, "Services and programs," 922–27
ACRL, "Sponsorships for 1999," 939
ACRL, "Support Library Legislative Day!", 72
ACRL, "The time to lead: ACRL seeks nominees for office," 317–18
ACRL, Vice-President, "Message" & port., 918–19
ACRL, "WESS 20th anniversary papers on Web," 817; "Year in review," 922–33
ACRL, RBMS, Katharine Kyes Leab and Daniel J. Leab *American Book Prices Current* Exhibition Catalogue Awards, *2000*, 644
ACRL, STS, Eunice Rockwell Oberly Award, *1999*, 284; *2000*, 644
ACRL Standards and guidelines ("Guidelines for media resources in academic libraries," *1999*, approved, 294–302; "Guidelines for the security of rare book, manuscript, and other special collections," *1999*, draft, 304–11, *1999*, approved, 741–48; "Standards for college libraries: a draft", 375–81)
ACRL, WESS, Martinus Nijhoff International West European Specialist Study Grant, *1999*, 283; *2000*, 644
ACRL, WSS, Career Achievement in Women's Studies Librarianship, *2000*, 644; Significant Achievement in Women's Studies Librarianship, *2000*, 644
"ACRL/AAHE forum report available," 437–38
"ACRL at the Midwinter Meeting: actions of the ACRL Board of Directors," 313–16, 318
"ACRL award winners, 1999," 924
"ACRL awards for 2000: honoring the vision of the brightest and best," Grube, 643–44
"ACRL candidates for 1999," 59:844–47, corrections, 35
"ACRL candidates for president share plans for ACRL: vote in the election this spring," Wand, 98–102
"ACRL committee volunteer form," 758
"ACRL copyright debate on Web," 355
"ACRL discussion groups," 948
"ACRL/Harvard Leadership Institute," 71
"ACRL/Harvard Leadership Institute: professional development at its best" & photo., Saunders, 645–47
"ACRL honors the 1999 award winners: recognizing professional contributions and scholarly research," Young, 278–84
"ACRL in New Orleans: highlights of ACRL programs at the ALA Annual Conference" & photos., 619–26, 628
"ACRL Instruction Section tries out virtual committees," 521
"ACRL journals," 932
"ACRL leadership opportunities: your chance to get involved" & photos. & forms, 755–59, 773
"ACRL legislative agenda 1999-2000," 720
"ACRL makes information literacy resources available on Web," 816–17
"ACRL Midwinter meetings in San Antonio: a tentative schedule," 946–51
"ACRL offers licensing workshop," 356
"ACRL offers new 'Excellence in Academic Libraries' award," 435
ACRL: partners in higher education ("Architects and librarians" & photos., Brown), 383–86, 391
ACRL principles ("Intellectual freedom and the academic library," Herb), 841–43
"ACRL programs and meetings," [AC1]–AC16 (no. 5)
"ACRL publishes *Accessible libraries on campus*" & photo., 721
"ACRL seeks nominees for office," 317–18
"ACRL/WESS receives $1,000 annual award," 159–60
"ACRL wraps up year 1 of Academic Library Statistics project: how you can get the results" & photo., Thompson, 760–61
"ACRL's mission," 915
ACRL's Publications in Librarianship #52, *The reference encounter: interpersonal communication in the academic library* & photo., 265
Atherton, Vicki, photo., 444
Atkinson (Hugh C.) Memorial Award, *1999*, 278, 280; *2000*, 644
"Attend hearing on professional development," ACRL, 896
"Attend the 1999 President's program," ACRL, 394
"Authors sought," *C&RL news*, 289
Awards, 278–84 (13), 435–37 (2), 924 (14)
Awards (17), 643–44

B

"Background on Audiovisual/Media Resources Guidelines," Brancolini, 296–97, 296097
Bahde, Wanda Johnston, "Receives community College award" & port., 284
Bailey, Martha J., news note, 217
Baker & Taylor, Academic or Research Librarian of the Year Award, *1999*, 279; *2000*, 643
Ballard, Cheryl M., rev., ("@brint.com" & logo), 565–66
Banick, Michael D., letter to the ed., 651
"Banking data and research: free information is now available to you" & logos, Humphrey, 821–24
Barksdale, Mary Morton, deceased, 668
Battin, Patricia M., news note & port., 865
"Be a winner! Visit the ACRL booth in San Antonio," ACRL, 895
Bell & Howell, "UMI changes name to Bell & Howell," 436
Bentley, Stella, news note, 778
"Best information on the net (BIOTN)" & logo, rev. of, 565
"Beyond shared leadership: the importance of learning in a shared leadership model," Franklin, 22–23
Bibliographic Instruction Publication of the Year Award, *2000*, 644
Blackwell's Book Services, Excellence in Academic Libraries Award, *2000*, 435, 644
"Blackwell's teams with netLibrary to offer e-books," 611–12
Blanchard, James, "The Louisiana Statehouse in 1882" painting, correction, no. 6), 433 (cover, 570
Block, Marylaine, retired, 667–68
Boff, Collen, photo., 896
Bookplates (3), U. of Ill., U-C, 265
Bowlby, Raynna, "Learning to lead: it's not just in classrooms anymore!" 292–93, 318
"Bowling Green designates librarian for freshmen" & photo., 895–96
Bradley, Lynn E., "Washington hotline," 109, 319, 396, 476, 481, 563, 652–53, 764, 854, 953
Brancolini, Kristine, "Background on Audiovisual/Media Resources Guidelines," 296–97
Bravy, Gary, "DVD: the new library video format?" 848–49
Breivik, Patricia Senn, appt. & port., 865–66
Brigham, Carol, photo., 435
Broward Co. Lib., "University and public library to build research center in Florida," 609
Brown, Barbara J., news note, 778
Brown, Stephen P., news note, 865

Brown, William E., Jr., "Architects and librarians: a baseball experiment with American fiction and stadium design" & photos., 383–86, 391; photos., 635–36, 934
Bruce, Christine S., "Wins IS Publication Award" & port., 282
"Build your skills: attend an ACRL preconference," 181–82
"Building a virtual library: how the University of South Florida libraries did it," Metz-Wiseman, 267–69
Burk, William R., news note, 217
Buschman, John, "Getting blood from a stone: squeezing an inexpensive lab/electronic classroom into a medium-sized academic library" & photos., 536–41
Bush, George W., photo., 520
Bush, Laura Welch, photo., 520
Byrd, Theresa S., photo., 636

C

"CAIN Web service" & logo, rev. of, 400
CSU, Fresno, "'Curmudgeon' Madden remembered at CSU Fresno" & port., 818
CSU, Northridge, "'Mi: Beauty in Korean Art and Culture' exhibition and program" & photo., 521; "New faculty orientation program" photo., 817
"Call for papers for off-campus conference," 71, 73
"Call for papers on popular culture," Popular Culture Assoc., 521–22
"Call for participation," ACRL, National Conference, *2001*, insert (no. 10)
Canada, Waltrene M., news note, 778
Capone, Tess, deceased, 331
Career Achievement in Women's Studies Librarianship, *2000*, 644
"CARL Corp. purchased by founder, Ward Shaw," 158
Carmody, Jennifer, photo., 723
Carr, Jo Ann, news note, 487; "Selected for E-SS Award," 281
Cartoons, 5, 73, 158, 264, 277, 350, 436, 521, 610, 721, 817
Case, Beau David, "Strengthening modern Greek collections: building U.S./Greek library partnerships," 559–61
Cast, Melissa, port., 942
"Celebrate your freedom to read" & poster, ALA, 520
"Censorship exhibit available" & photo., 355–56
Central Mich. U., "Call for papers for off-campus conference, 71, 73
Channing, Rhoda K., news note, 778
"Checking out digital cameras: providing tools for Web publishing and interactive multimedia," Holman, 83–85, 92
"The children's literature Web guide" & logo, rev. of, 566
Choi, Dae Sung, photo., 521
Choi, Kyu Hak, photo., 521
Christie, Manson & Woods, Inc., *Rare Books and Manuscripts Librarianship Award, 1999*, 283–84; *2000*, 644
Clack, Mary Beth, photo., 314
Clark, Susan E., "Information literacy sites: background and ideas for program planning and development" & logos, 78–81, 92; rev. ("CAIN Web service" & logo), 400
CLIP notes, ACRL, #27, 265
Cohen, David J., news note, 865
Cohen, Donna, appt., 866
Coir, Mark, news note, 572
"Collaborative values and survival of the print record: together librarians can preserve collections," Enniss, 459–60, 464
Coll. of Wm. & Mary, "Staff welcomed freshmen" photo., 815
C&RL news, "Authors sought," 289; "Expanded version online," 12; "Forthcoming 'Internet resources'", 642; "Reviewers sought," 324; "Seeks column editor," 897; "Statement of ownership and management," 843
"*C&RL news* submission guidelines," 20
Collins, John, III, news note, 487
Colo. State U., "Don't lead a road warrior existence: what Access Services can do to survive," 59:784–85, comments, 15
Columbia Coll., "Eau Claire High School Band" photo., 836
Columbia U., "High-tech, off-site facility housing books to be built," 355
"Columbia University launches publishing EPIC," 719
"A commitment to our future: the Friends of ACRL" & form, Godow, 729–30
Community College Learning Resources/Library Achievement Awards, *1999*, 284; *2000*, 644
"Computing lab at the Getchell Library" photo., U. of Nev., Reno, 719
Conahan, Kathleen "Kate," deceased, 969
Conference circuit ("ACRL at the Midwinter Meeting: actions of the ACRL Board of Directors," 313–16, 318; "ACRL Midwinter meetings in San Antonio," 946–51; "ACRL/Harvard Leadership Institute" & photo., Saunders, 645–47; "Build your skills," 181–82; "Detroit dining" & photos., Kane, 173–77; "Electronic developments in chemical information," Young, 14–15; "Immersion '99" & photos., Grugel, 723–26, 754; "Information literacy and the technological transformation of higher education" & photos., Level, 751–54; "The ICONMAL '98 conference," Pourciau, 91–92; "Leading the change," Mach, 17–18; "Libraries as gateways to an enlightened world" & photo., Rader, 732–33, 769; "The mile high city" & photos., Metter, 829–33; "The motor city" & photos., Kane, 103–5; "New frontiers in grey literature," Finnegan, 909–10, 913; "Racing toward tomorrow, part 1" & photos., 442–50, 457; "Racing toward tomorrow, part 2" & photos., 547–54, 557; "The Second National Conference on Information Literacy" & photo., Rader, 851–52; "Strengthening modern Greek collections," Case, 559–61)
CQ, Marta Lange/CQ Award, *1999*, 282–83; *2000*, 644
Copp, Madeline A., "Immersion '99: reports from the Institute for Information Literacy program" & photos., 723–26, 754
"The Copyright Web site," rev. of, 201
Cornell, Vern, photo., 437
Cornell U., "Computer scientists and librarians manage digital collections," 610
Corrections, 35, 570, 644, 664
Cortor, Eldzier, *Dance Composition* (1976), (cover, no. 2)
Costabile, Mary Rae, "Washington hotline," 26
Council of Australian U. Libraries, "Oberlin Group libraries join SPARC," 158
Crandall, Steve, appt., 778
"Create your own world: what's available with GIS" & logos, Packard, 165–69
Creth, Sheila D., "Univ. of Iowa endowment honors Creth," 610–11
Crowe, William J., appt. & port., 217
Cuesta Coll., "Spinning straw into gold: a look at Cuesta College's Friends of the Library" & photo., 649–51, (cover, no. 8)
Cunningham, Jim, "Ten ways to improve your Web site: take time to dust off those Web sites," 614–15, 628
"'Curmudgeon' Madden remembered at CSU Fresno" & port., 818
Curzon, Susan, photo., 521
"Cushing Memorial Library: a new face for an old building" & photos., Russell, 366–68
"Cyberplagiarism: a look at the Web term paper sites," Anderson, 371–73, 394, comments, 541

D

Dance Composition (1976), Cortor, (cover, no. 2)
D'Arcy Advertising Collection, Romero, 38 (& photo.)
Davis, Darlena, port., 942
Davis, Denise, "Librarians daring to lead and learn: one future librarian's opinion," 95, 115
Davis, Dorothy E., retired, 42
Davis, Mary Ellen K., "In the *News*", 4, 70, 156, 262, 354, 434, 518, 608, 718, 814, 894; "News from the field," 5–7, 71–73, 157–60, 263–65, 355–57, 435–38, 519–22, 609–12, 719–21, 815–18, 895–97; port., 942
Davis, Nina C., "Developing Web pages for professional communication" & photo., 816
Deaths, 120, 219–20, 331, 409–10, 490, 575, 668, 781, 868, 969
"Dedication of the Laura Bush Promenade" & photo., Southern Methodist U., 520
DeDonato, Ree, photo., 752
Deiss, Kathryn J., "Personal best: the continuous process of learning to be a self-leader," 193–94
Delacroix, Sheila A., photo., 549

"Delaware Valley chapter works the hill" & photo., 435
Demas, Samuel, appt. & port., 118
Detroit, Cobo Conference/Exhibition Center (photo.), ACRL, National Conference, *1999*, 2
"Detroit dining: something for everyone" & photos., Kane, 173–77
Detroit scenes, ACRL, National Conference, *1999*, (cover, no. 3)
Detroit's skyline at night, ACRL, National Conference, *1999*, (cover, no. 1)
"Developing the statement," ACRL, 471
"Developing Web pages for professional communication" & photo., Davis, 816
Devine, Scott, news note, 778
Dewey, Barbara I., news note, 665
Dickerson, Carol L., appt., 866
Dickinson, Jean M., "Developing Web pages for professional communication" & photo., 816
Dickinson Coll., "Librarian detained in China," 719, 721
Distinguished Education and Behavioral Sciences Librarian Award, *1999*, 281; *2000*, 644
"Diversity Rx (Web site)" & logo, rev. of, 200–201
Doane, Bernetta, photo., 435
Dobb, Linda, appt., 488
Doctoral Dissertation Fellowship, *1999*, 283; *2000*, 644
Dodge, Sara, letter to the ed., 15
Donovan, Mark, photo., 752
"Don't lead a road warrior existence: what Access Services can do to survive," Farmer, 59:784–85, comments, 15
Dowell, Connie Vinita, appt. & port., 666
Dowell, David R., "Spinning straw into gold: a look at Cuesta College's Friends of the Library" & photo., 649–51, (cover, no. 8)
Dreher, Derick, appt., 217–18
Drobnicki, John A., "Holocaust denial and libraries: should libraries acquire revisionist materials?" 463–64, comments, 651
Du Bois, Paul Z., retired, 968
Du Mont, Mary, news note, 665
Dubin, Eileen, retired, 968
Dudley (Miriam) Bibliographic Instruction Librarian Award, *1999*, 280–81; *2000*, 644
Duke U., "Rare book, manuscript, and special collections library, Duke University" & logo, rev. of, 859
Dumont, Paul E., photo., 635–36, 934
Dupuis, Elizabeth, photo., 752
"Dusty old books: a collaborative approach to bibliographic instruction" & illus., McLaren, 388–91, comments, 456–57
"DVD: the new library video format?", Bravy, 848–49

E

East, Dennis, retired, 489
"East Tennessee State University, Johnson City, recently held a formal dedication and naming ceremony for the new Charles C. Sherrod Library," photo., 519, correction, 644
"Eau Claire High School Band" photo., Columbia Coll., 836
Eberhart, George M., "New publications," 34–36 (& photos.), 114–15 (& photo.), 205–6 (& photos.), 325–26 (& photo.), 402–3 (& photo.), 483–84 (& photo.), 567–68 (& photos.), 661–62 (& photo.), 771–73 (& photos.), 861–62 (& photo.), 959–61 (& photo.)
EBSCO, Community College Learning Resources/Library Achievement Awards, *1999*, 284; *2000*, 644
"EBSCO releases EBSCO Online," 158–59
"Electronic commerce: the technological transformation of business" & logos, Harrington, 735–39
"Electronic developments in chemical information: a report on the Trisociety Symposium," Young, 14–15
Elkordy, Angela, rev. ("Snap" & logo), 112–13
"Elsevier Science acquires JAI Press/Ablex Publishing," 5
"Encyclopedia Astronautica" & logo, rev. of, 200
"Encyclopedia Britannica's Eblast: a guide to the Web's top sites" & logo, rev. of, 113
"Endowed chair established at Berkeley," 71
English, Ray, "English and Reichel will vie for ACRL office," 435–36
Enniss, Stephen, "Collaborative values and survival of the print record: together librarians can preserve collections," 459–60, 464
Equitable Gallery, Providence, R.I., Leab Award, 436–37
Errata, 35, 570, 644, 664
Esterhazy, Jonathan, "Providing authenticated access to Web resources: solutions to IP address restrictions," 617–18
Estrada, James, appt., 40
Eunice Rockwell Oberly Award, *1999*, 284; *2000*, 644
Evans, Anita, appt., 866
Excellence in Academic Libraries Award, *2000*, 435, 644
"Exhibition by Native American artist James Luna" photo., Harvard Coll., 896
"Expanded version online," *C&RL News*, 12
"Expanding competition in scholarly publishing" & port., Rosenzweig, 160
"Exploring ancient world cultures: an introduction to ancient world cultures on the World-Wide Web" & logo, rev. of, 956

F

Farmer, James E., "Don't lead a road warrior existence: what Access Services can do to survive," 59:784–85, comments, 15
Fenske, David E., appt., 488
Ferguson, Chris D., news note, 487
Ferrari, Roberto C., letter to the ed., 456
"Field guide to library managers: how to identify species found in most libraries" & illus., Lichtenstein, 274–76, comments, 457
Filstrip, E. Christian, news note, 487
Finnegan, Gregory A., "New frontiers in grey literature: Fourth International Conference on Grey Literature," 909–10, 913
Fishel, Teresa, rev. ("Adam" & logo), 480–81
Fla., "Statewide reciprocal borrowing and document delivery comes to Florida," 157
"Florida International University Library dedicated" & photo., 157–56
Flowers, Pat, deceased, 575
Focus on collections (D'Arcy Advertising Collection & photo., Romero), 38
Focus on libraries ("Cushing Memorial Library" & photos., Russell), 366–68
Ford, Barbara, news note, 329
Fore, Janet S., news note, 487
"Foreign language, literature, and culture: a look at what's new for students and scholars" & logos, Withers, 361–64, 410
"Forthcoming 'Internet resources,'" *C&RL news*, 642
Foudy, Geraldine, revs. ("International monetary fund" & logo, 31–32; "Political database of the Americas" & logo, 400–401)
"Founder/editor of science journal breaks with publisher," Rosenzweig, 7
Frankel, Diane, "Steps down from IMLS," 263–64
Franklin, Brinley, appt. & port., 329; "Beyond shared leadership: the importance of learning in a shared leadership model," 22–23
Freeman, Michael, deceased & port., 409–10
Frenger, Carolyn, "A new librarian's point of view," 447
Friends of ACRL, "A commitment to our future: the Friends of ACRL" & form, 729–30; "Join the Friends of ACRL," 5–6
"Friends of ACRL," 940–41
Friends of college libraries, 2nd ed. (CLIP note #27) published, ACRL, 265
"Fun run raises money for Univ. of Tennessee libraries," 519
Furlong, Katherine, "The river's rising, and all we have are teaspoons: designing instruction for a renovated library" & photos., 531–34
"Further reading" on genealogy, 455
Fusich, Monica, "GladRags.com: fashion and costume" & logos, 287–291
Fustukjian, Sam, deceased & port., 410
Fyffe, Richard C., news note, 487

G

Gaeddert, Barbara, retired, 489
Gaines, Virginia, retired, 409

Gamewell, Mary, "Spinning straw into gold: a look at Cuesta College's Friends of the Library" & photo., 649–51, (cover, no. 8)
Garrett, Jeff, photo., 895
"Geeksquad to the rescue!" & photo., Lee, 612
"GEM the gateway to educational materials" & logo, rev. of, 768
"Genealogy: finding roots on the Web" & logo, Kemp, 452–55
GIS, "Create your own world: what's available with GIS" & logos, 165–69; "Read more about GIS," 169
Ga. State U., "Introduces Web-based catalog," 264
Germain, Carol Anne, news note, 572
"Getting blood from a stone: squeezing an inexpensive lab/electronic classroom into a medium-sized academic library" & photos., Warner, 536–41
"Getting the meeting out to the profession," Hine, 442
Gibson, Craig, photo., 752
"A gigantic Amorphophallus titanum bloomed" & photo., Huntington Lib., 610
Gilbert, Gail, "New approaches to funding and community support: forming partnerships to serve all" & photo., 358–59, 364, 381
Gilson, Caroline L., rev. ("The children's literature Web guide" & logo), 566
Ginther, Jim, news note, 778
"GladRags.com: fashion and costume" & logos, Fusich, 287–291
Glasscock, James, photo., 72
Godow, Michael, "A commitment to our future: the Friends of ACRL" & form, 729–30; port., 943
"Going, going...sold for $20,000: sponsoring an art auction on a college campus" & photos., Thompson, 87–89
Goldberg, Jolande E., "Wins Marta Lange/CQ Award" & port., 282–83
Goodes, Pamela A., "Traveling exhibitions: providing endless cultural programming opportunities" & photos., 835–38
Goodyear, Marilu, appt., 218
"Google! search engine" & logo, rev. of, 481
Gosling, William A., appt. & port., 40
Graf, Francine, port., 943
"Grant resources on the Web: where to look when you need funding" & logos, Kight, 543–45
"Grants and acquisitions," Young, 37–38, 117, 211–12, 327, 404–5, 485, 569–70, 663–64, 775–776, 863–64, 963–64
Grants (by grantee): ATLA, 519–21; Amigos Lib. Services, 775; Anglo State U., 863; ACRL, WESS, 159–60; Brandeis U., 569; Calif. Digital Lib., 963; CSU, Northridge, 663; Claremont Coll., 485; Colo. Coll., 663; Columbia U., 963; Cornell U., 37, 211, 610; CLIR, 211, 327, 963; Detroit Pub. L., 404; Divine Word Coll., 663; Harvard U., 485; Heritage Coll., 863; Ind. U., 37, 569; Johns Hopkins U., 117; Julliard, 815–16; Lehigh U., 211; LC, 404; MIT, 963; Natl. Gallery of Prague, 404; Northeastern U., 211; Northwestern U., 963; Penn State U., 963–64; Princeton U., 775; R.I. School of Design, 117; Rider U., 404; Southern U., 663; Tex. A&M U., 569; Tex. Tech U., 775; Trinity U., 775; U. of Ga., 570; U. of Ill. (U-C, 211, 327; Chicago, 569–70); U. of Md., 569; U. of Mich., 405, 663; U. of Nev., Reno, 863; U. of Pa., 485, 569; U. of Pittsburgh, 5; U. of Puerto Rico, Mayaguez, 963; U. of Rochester, 404; U. of S.C., 37, 569; U. of S. Fla., 327; U. of Tex. (Arlington, 663; Austin, 963); U. of Va., 775, 963; Wintertlhur Museum, Garden & Lib., 37
Grants (by grantor): Amer. Film Institute, 775; Ameritech, 404; Angle, A. B., 327; AT&T, 404; Bell South Grant, 569; Bullough, Vern, 663; Calif State Lib., 485; Chase, Dr. & Mrs. Clinton, 863; Cord (E. L.) F., 863; CLIR, 37, 211; Crest Natl. Digital Media Complex, 37; Ford Motor Co., 569; Friedlander, Roger B., 404; Gates (William H.) F., 863; Getty Grant P., 404, 775; Harrison, David A., III, 963; Hewlett (William & Flora) F., 327, 569; Houston Endowment, 663; Howard Hughes Medical Institute, 485; IMLS, 5, 37 (2), 211 (2), 327, 863; Kirbo (Thomas M. & Irene B.) Charitable Trust, 570; Koch F., 663; LSTA, 569–70; Lilly Endowment, 519–21; La. Board of Regents Support Fund, 663; Mellon (Andrew W.) F., 117, 405, 775, 963; Mendel, Johanna Lenz, 569; Miami Corp., 963; Natl. Film Preservation F., 37; NEH, 485, 569, 610, 775, 963–64; NHPRC, 211; NSF, 610; N.J. State Lib., 327; N.Y. Community Trust-John Robert Gregg Fund, 404; Pew Charitable Trusts, 117; Schnabel, James & Grace, 211; SPARC, 963; SCI, 963; Sharp (Peter Jay) F., 815–16; Telecommunications Infrastructure Fund Board, 775; Tex. State Lib. & Archives Commission, 775; Touzot, Jean-Denis, 159–60; Tucker, Eva Camunez, 863; USDE, 963; Universal Health Services, 485; Wallace (Lila)-Reader's Digest Fund, 211; Welch F., 963; Wetzel, JoAn & Roy, 663
Grassian, Esther, "Information literacy sites: background and ideas for program planning and development" & logos, 78–81, 92
Grazier, Margaret Hayes, deceased & port., 781
Greenwood Publishing, Career Achievement in Women's Studies Librarianship, *2000*, 644
Grodzinski, Alison, "Web forms: improving, expanding, and promoting remote reference services," 271–72, 291
Grolier Club, "The Harlem River" is a three-color wood engraving, (cover, no. 11)
Gross, Robert A., "Wins award for best article in RBML" & port., 283–84
Grube, Lisa R., "ACRL awards for 2000: honoring the vision of the brightest and best," 643–44; port., 943
Grugel, Chris, "Immersion '99: reports from the Institute for Information Literacy program" & photos., 723–26, 754
Grundy, Ruth M., deceased, 410
"Guidelines for media resources in academic libraries," ACRL, *1999*, approved, 294–302
"Guidelines for the security of rare book, manuscript, and other special collections," ACRL, *1999*, draft, 304–11; *1999*, approved, 741–48

H

Hacken, Richard, "Receives the Martinus Nijhoff West European Study Grant" & port., 283
Haines, Annette, "Web forms: improving, expanding, and promoting remote reference services," 271–72, 291
Hamlin, Arthur T., deceased, 490
Hammond, Elizabeth Dankert, appt., 666
Hannaford, William, appt., 572–73
Har-Nicolescu, Suzine, retired, 331
Hardesty, Larry L., ACRL President & port., 467–68; "Message from the vice-president" & port., 918–19; photos., 635–36, 934
"The Harlem River" is a three-color wood engraving, Ruzicka, (cover, no. 11)
Harrington, Deborah Lynn, "Electronic commerce: the technological transformation of business" & logos, 735–39
Harvard, "ACRL/Harvard Leadership Institute," 71
Harvard Coll., "Exhibition by Native American artist James Luna" photo., 896
Harvard U., Leab Award & photo., 436–37
Hedberg, Jane, photo., 314; "Preservation news," 28, 110, 199, 320, 398, 478, 564, 654–55, 766, 856, 954
Heidler, Robert, retired, 489
Helbig, Jack, port., 943
Henderson, Carol, retired & port., 489–90
Henderson, Cathy, "Financial report" & port., 935–38; photos., 635, 934
Hendricks, Yoshi, retired, 780–81
Herb, Steven, "Intellectual freedom and the academic library: entering the next century with strength," 841–43
Herring, Mark, appt., 779
"High-tech, off-site facility housing books to be built," 355
"HighWire Press and ISI collaborate on hypertext links," 71
Hill, Ed, retired, 120
Hill, Graham R., news note, 40
Hine, Betsy N., "Getting the meeting out to the profession," 442
Hinkle, Eric, photo., 437
Hirshon, Arnold, appt. & port., 407–8
Hisle, W. Lee, photos., 635, 934
"Hispanic/Latino news service" & logo, rev. of, 324
"The history of the guidelines," Wilkie, 306–7
Holbert, Gentry, rev. ("USPTO Web patent databases" & logo), 768–69
Holley, Robert P., appt. & port., 866

Holman, Jill, "Checking out digital cameras: providing tools for Web publishing and interactive multimedia," 83–85, 92
"Holocaust denial and libraries: should libraries acquire revisionist materials?", Drobnicki, 463–64, comments, 651
"Honey the Waitress," photo., 723
Horn, Laura, news note, 572
Horny, Karen L., photo., 899; "Student advocates: the key to successful funding for a new building" & photos., 899–902
Horrell, Jeffrey L., news note, 487
"How much?" [to create a lab/electronic classroom], 540
"How undergraduate schools can afford online chemistry searches," Studdard, 611
Hu, Evelyn, retired, 968–69
Hugh C. Atkinson Memorial Award, *1999*, 278, 280; *2000*, 644
"Human rights on the Internet: sites that encourage activism" & logos, Mason, 639–42
Humphrey, Ruth Kobylecky, "Banking data and research: free information is now available to you" & logos, 821–24
Hundsberger, Stefanie, news note, 217
Huntington Lib., "A gigantic Amorphophallus titanum bloomed" & photo., 610

I

Iannuzzi, Patricia, photo., 752
Iddings, Dan, appt., 408
"Image *is* everything: so go get one already" & cartoon, King, 277, 318, comments, 456
"Immersion '99: reports from the Institute for Information Literacy program" & photos., Grugel, 723–26, 754
"Immersion '00," ACRL, 726
"Immersion '00 offered at University of Washington," 817
"In the *News*", Davis, 4, 70, 156, 262, 354, 434, 518, 608, 718, 814, 894
"Incorporating Internet resources into bibliographic instruction: know your limits," Withers, 75–76
"Information literacy and the technological transformation of higher education: ACRL/IS Think Tank III discussion to continue with an online forum in October" & photos., Level, 751–54
"Information literacy sites: background and ideas for program planning and development" & logos, Grassian, 78–81, 92
Innovation in Instruction Award, *1999*, 281–82; *2000*, 644
Institute for Information Literacy, "ACRL makes information literacy resources available on Web," 816–17; "Immersion '99: reports from the Institute for Information Literacy program" & photos., 723–26, 754
ISI, "HighWire Press and ISI collaborate on hypertext links," 71
ISI, Doctoral Dissertation Fellowship, *1999*, 283; *2000*, 644
ISI, Samuel Lazerow Fellowship, *2000*, 644
IMLS, "Frankel steps down from IMLS," 263–64; "Nominations sought for first IMLS Library Service Award," 612
Instruction Publication of the Year Award, *1999*, 282; *2000*, 644
"Intellectual freedom and the academic library: entering the next century with strength," Herb, 841–43
"Intellectual Freedom Principles for Academic Libraries," ACRL, *1999*, third draft, 470, approved, 842
"The ICONMAL '98 conference: new missions of academic libraries in the 21st century," Pourciau, 91–92
"International monetary fund" & logo, rev. of, 31–32
Internet resources ("African American culture" & logos, Saxton, 9–12; "Banking data and research" & logos, Humphrey, 821–24; "Create your own world" & logos, Packard, 165–69; "Electronic commerce" & logos, Harrington, 735–39; "Expanded version online," *C&RL news*, 12; "Foreign language, literature, and culture" & logos, Withers, 361–64, 410; "Further reading" on genealogy, 455; "Genealogy" & logo, Kemp, 452–55; "GladRags.com" & logos, Fusich, 287–291; "Grant resources on the Web" & logos, Kight, 543–45; "Human rights on the Internet: sites that encourage activism" & logos, Mason, 639–42; "Information literacy sites" & logos, Grassian, 78–81, 92; "Twentieth-century authors" & logos, Mach, 904–7)
"Internet reviews," Amato, 31–32, 112–13, 200–201, 323–24, 400–401, 480–81, 565–66, 656–67, 768–69, 858–59, 956–57
"Internet safety issues: the challenges and opportunities they present" & poster, Symons, 96–97
Invitation to the Mardi Gras reflects Comus's theme in 1902, "The Fairy Kingdom," U. of New Orleans, 353, (cover, no. 5)

J

JAI Press, "Elsevier Science acquires JAI Press/Ablex Publishing," 5
JAI Press/Elsevier, Miriam Dudley Bibliographic Instruction Librarian Award, *1999*, 280–81; *2000*, 644
Jeffers, La Tray, photo., 437
Jenkins, Althea H., "Letter from the executive director" & port., 920–21; news note & port., 407, port., 944
Jenkins, Barbara Baxter, photos., 635–36, 756, 934
"Job Shadow Day 2000: a commitment to the future" & form, Sutton, 826–27
Johns Hopkins U., "Project Muse announces pricing options for 2000," 818
Johnson, Kathryn, retired, 42
"Join the Friends of ACRL," ACRL, 5–6
Jonas, Éva, retired, 575
"Juilliard reopens library," 815–16
"Jurist" & logo, rev. of, 323–24

K

K. G. Saur Award for Best *College & Research Libraries* Article, *1999*, 280; *2000*, 644
Kaldenberg, Kathy, letters to the ed., 15, 541
Kane, William P., "Detroit dining: something for everyone" & photos., 173–77; "The motor city: getting around and having fun" & photos., 103–5
Kapoun, Jim, "Teaching undergrads WEB evaluation: a guide for library instruction," 59:522–23, comments, 15
Katharine Kyes Leab and Daniel J. Leab *American Book Prices Current* Exhibition Catalogue Awards, *1999*, 436–37; *2000*, 644
Kauderer, Charles, retired, 219
Kaufman, Paula, appt. & port., 573
Kawamura, Keiko, photo., 437
Keel, Robert L., deceased, 120
"Keeping our word: preserving information across the ages" & photos., Lord, 629–32, 644
Kellerman, L. Suzanne, appt. & port., 779
Kemp, Thomas Jay, "Genealogy: finding roots on the Web" & logo, 452–55
Kern, M. Kathleen, "Information literacy and the technological transformation of higher education: ACRL/IS Think Tank III discussion to continue with an online forum in October" & photos., 751–54; photo., 752
Ketcham-Van Orsdel, Lee C. *see* Van Orsdel, Lee C.
Key, Charlet, letter to the ed., 833
Kight, Dawn Ventress, "Grant resources on the Web: where to look when you need funding" & logos, 543–45
Kilpatrick, Thomas L, retired, 120
Kim, Ah-Jeong, photo., 521
Kim, Soo Hyoung, photo., 521
Kimball, Jennifer W., "A librarian's manifesto: the library is an essential classroom," 912–13; "Remember when you were information illiterate?: make sure students know the basics," 556–67, comments, 833
King, Angelynn, "Image *is* everything: so go get one already" & cartoon, 277, 318, comments, 456
Kirchner, Terry, "Advocacy 101 for academic librarians: tips to help your institution prosper," 844–46, 849
Kirk, Artemis G., appt. & port., 573
Kirk, Tom, photo., 757
Knights, Sheila, deceased, 781
Kobulnicky, Paul, appt. & port., 329
Koenig, Michael, appt. & port., 866
Kopplin, William J. "Bill," news note, 865
Koyama, Janice T., news note, 487
Kramer, Margy, news note, 118

Kranich, Nancy, "Candidates for ALA president" & port., 185–88
Kratz, Charles, photo., 435
Kreitz, Pat, photo., 444
Kubala, Linda, photo., 435
"Kudos for creative BI," Olive, 456–57

L

Laborie, Tim, photo., 435
Lackie, Robert J., "Getting blood from a stone: squeezing an inexpensive lab/electronic classroom into a medium-sized academic library" & photos., 536–41; photo., 538
Lamont, Bridget L., appt., 329
Lange (Marta)/CQ Award, *1999*, 282–83; *2000*, 644
Larson, Carole A., letter to the ed., 457
Latzke, Henry, retired & port., 575
Lazerow (Samuel) Fellowship, *2000*, 644
Le, Binh, photo., 435
"Leab Exhibition Catalogs Awards announced" & photo., 436–37
Leab (Katharine Kyes and Daniel J.) *American Book Prices Current* Exhibition Catalogue Awards, *1999*, 436–37; *2000*, 644
Leadership and learning ("Beyond shared leadership," Franklin, 22–23; "Learning to lead," Bowlby, 292–93, 318; "Librarians daring to lead and learn," Davis, 95, 115; "Personal best," Deiss, 193–94; "Reflections on academic libraries as self-organizing systems," Sullivan, 393–94)
"Leading the change: a report on the Internet Librarian '98 conference," Mach, 17–18
"Learn about licensing," ALA, Annual Conference, *1999*, 263
"Learn about the licensing landscape," ACRL, 159
"Learn more about Denver on the Web," ACRL, National Conference, *2001*, 832
"Learning to lead: it's not just in classrooms anymore!", Bowlby, 292–93, 318
Lee, Catherine W., "Geeksquad to the rescue!" & photo., 612
Lee, Hwa-Wei, retired & port., 781
Leger-Hornby, Tracey, appt., 40
Lehman, Douglas, news note & port., 407; news note, 865
Leontis, Artemis, "Strengthening modern Greek collections: building U.S./Greek library partnerships," 559–61
Lessin, Barton, "Student learning in an information age: the conference-within-a-conference," 553
Letters, 15, 456–57, 541, 651, 833
Level, Allison, "Information literacy and the technological transformation of higher education: ACRL/IS Think Tank III discussion to continue with an online forum in October" & photos., 751–54
"Librarian detained in China," Dickinson Coll., 719, 721
"Librarians and publishers host festival" & poster, Southern Kentucky Festival of Books, 522
"Librarians daring to lead and learn: one future librarian's opinion," Davis, 95, 115
"A librarian's manifesto: the library is an essential classroom," Kimball, 912–13
"Librarians score on Myers-Briggs Type Indicator (MBTI)", 71
"Libraries as gateways to an enlightened world: the 65th IFLA Conference" & photo., Rader, 732–33, 769
Lichtenstein, Art A., "Field guide to library managers: how to identify species found in most libraries" & illus., 274–76, comments, 457
Lin, Kevin, retired, 868
Lindauer, Bonnie Gratch, "Receives K. G. Saur Award" & port., 280
Llanes, Rolando, "Architects and librarians: a baseball experiment with American fiction and stadium design" & photos., 383–86, 391
Long Island Coalition against Censorship, "Censorship exhibit available" & photo., 355–56
Lord, Lissa, "Keeping our word: preserving information across the ages" & photos., 629–32, 644
La. State U., "The Louisiana Statehouse in 1882" painting, 433 (cover, no. 6), correction, 570
"LSU athletics raise money for libraries," 6
"The Louisiana Statehouse in 1882" painting, Blanchard, 433 (cover no. 6), correction 570
Lowell, Gerald "Jerry" R., appt., 118, 218
Luck, DeAnne, rev. ("Exploring ancient world cultures" & logo), 956
Luna, James, "Exhibition by Native American artist James Luna" photo., 896

M

McBride, Richard, photo., 521
McCarthy, Connie, deceased, 331
McClamroch, Jo, "African American culture: some sites you should bookmark" & logos, 9–12
McCombs, Gillian, photo., 72
McDaniel, Karen C., news note, 665
MacDonald, Mary, rev. ("GEM the gateway to educational materials" & logo), 768
MacEwan, Bonnie, news note, 407, 487
McGuigan, Glenn, photo., 435
McGuire, Michael C., photo., 531; "The river's rising, and all we have are teaspoons: designing instruction for a renovated library" & photos., 531–34
Mach, Michelle, "Leading the change: a report on the Internet Librarian '98 conference," 17–18; photo., 723; "Twentieth-century authors: biographic and bibliographic information is just a click away" & logos, 904–7
McIntosh, Priscilla, photo., 723
McKee, Amy, letter to the ed., 456
McLane, Michael J., appt., 118
MacLaren, Eli, "Oberly Award," 284
McLaren, Scott, "Dusty old books: a collaborative approach to bibliographic instruction" & illus., 388–91, comments, 456–57
McMillan, Gail, photo., 444
McNulty, Tom, ed., *Accessible libraries on campus: a practical guide for the creation of disability-friendly libraries*" & photo., 721
McQuown, Eloise, news note & port., 665
Madden, Henry Miller, "'Curmudgeon' Madden remembered at CSU Fresno" & port., 818
Mandel, Carol A., appt., 329
Manning, Jo, letter to the ed., 457
"Maps and directions: Infospace.com" & logo, rev. of, 858
Marcum, James W., appt., 118, 329
Marta Lange/CQ Award, *1999*, 282–83; *2000*, 644
Martin, Ron, retired & port., 668
Martinus Nijhoff International West European Specialist Study Grant, *1999*, 283; *2000*, 644
Mason, Elisa, "Human rights on the Internet: sites that encourage activism" & logos, 639–42; rev. ("Meta search engine for searching multiple human rights sites" & logo), 858–59
Matson, Sue, retired, 120
Matthews, Judith A., rev. ("Encyclopedia Astronautica" & logo), 300
Mayzel, Judith, letter to the ed., 456–57
Medeiros, Norm, "Academic library Web sites: from public relations to information gateway" & photos., 527–29, 561
"Media literacy online project (MLOP)", rev. of, 957
"Meet English and Reichel: the candidates for ACRL President," 951
"Meet the candidates for ALA president: vote in the election this spring" & ports., Kranich, 185–88
Memmott, Sara, "Tune-up for optimum reference performance," 664
"Meta search engine for searching multiple human rights sites" & logo, rev. of, 858–59
Metter, Ellen, "The mile high city: get closer to the sky at ACRL's 10th National Conference" & photos., 829–33
Metz-Wiseman, Monica, "Building a virtual library: how the University of South Florida libraries did it," 267–69
"'Mi: Beauty in Korean Art and Culture' exhibition and program" & photo., CSU, Northridge, 521
"Miami Book Fair International" poster, 16th ed., Wells, (cover, no. 10)

"The mile high city: get closer to the sky at ACRL's 10th National Conference" & photos., Metter, 829–33
Miller, John F., deceased, 668
Miller, Kristen, photo., 723
Miller, Lisa K., rev. ("Rare book, manuscript, and special collections library, Duke University" & logo), 859
Millersville U., "How undergraduate schools can afford online chemistry searches," 611
Minick, Evelyn, photo., 435
Miriam Dudley Bibliographic Instruction Librarian Award, *1999*, 280–81; *2000*, 644
"Missouri brings up online union catalog," 264
Mitchell, W. Bede, appt. & port., 965
"Molesworth Institute to give humor award" & postcard, 817–18
Montanelli, Dale, ed., *People come first: user-centered academic library service*, 357
Moody, Marilyn K., news note, 665
Moore, Frank B., View of Canal Street, ca. 1920s, 352
Moritz, Tom, appt., 866
Morrell, Brian, appt., 329–30
Moseley, Eva Steiner, retired, 575
"The motor city: getting around and having fun" & photos., Kane, 103–5
Mueller, Dawn, port., 944
Murfin, Ross, photo., 72
Murphy, Debbie, photo., 444
Murphy, Paula, "3M/NMRT Professional Development Grant helps ACRL member" & port., 436
Museum of Natural History, "USC and Natural History Museum forge partnership," 160
Myers, Marcia J., retired & port., 42

N

Nash, Stanley D., deceased & port., 969
NAL, "Tetouka," a watercolor, (cover, no.9)
"NISO standards and technical reports available online," 6
NLW, "Photo contest to highlight National Library Week," 97
National Library Week poster, 96
Neal, James, port., 442; "Schroeder and Neal on Web through July 8," 442
Neely, Glenda, photo., 261
netLibrary, "Blackwell's teams with netLibrary to offer e-books," 611–12
Neville, Ann, retired, 868
"New approaches to funding and community support: forming partnerships to serve all" & photo., Gilbert, 358–59, 364, 381
"New book on service published by ACRL" & photo., 357
"New books on Friends, reference, and service published by ACRL" & photo., 265
"New faculty orientation program" photo., CSU, Northridge, 817
"New frontiers in grey literature: Fourth International Conference on Grey Literature," Finnegan, 909–10, 913
"A new librarian's point of view," Frenger, 447
"New Minnesota archives named," U. of Minn., 818
"New publications," Eberhart, 34–36 (& photos.), 114–15 (& photo.), 205–6 (& photos.), 325–26 (& photo.), 402–3 (& photo.), 483–84 (& photo.), 567–68 (& photos.), 661–62 (& photo.), 771–73 (& photos.), 861–62 (& photo.), 959–61 (& photo.)
"New species sighting," Manning, 457
NYU, "Academic library Web sites: from public relations to information gateway" & photos., 527–29, 561
Newman, Wilda, news note, 965
"News from the field," Davis, 5–7, 71–73, 157–60, 263–65, 355–57, 435–38, 519–22, 609–12, 719–21, 815–18, 895–97
"News from the University Libraries Section," Taylor, 624–25
Newyear-Ramirez, JoAnne, news note, 865
NYPL, *Dance Composition* (1976), (cover, no .2); "High-tech, off-site facility housing books to be built," 355
Nichol, Tom, rev. ("Social sciences data on the net" & logo), 401
Niessen, Jim, photo., 895
"Nominations sought for first IMLS Library Service Award," 612
Nova Southeastern U., "University and public library to build research center in Florida," 609
Nutter, Susan K., "Named winner of Atkinson Award" & port., 278, 280
Nylink, "SUNY/OCLC name change," 357

O

"Oberlin Group libraries join SPARC," 158
Oberly (Eunice Rockwell) Award, *1999*, 284; *2000*, 644
O'Brien, Frances, appt., 779
O'Brien, Nancy P., news note, 487
"Observations of a first-year middle manager: thirteen tips that can save you" & illus., Sowards, 523–25, 541
"OCLC and WLN complete merger," 158
"OCLC converting 2 million records for Yale," 519
Oftelie, Brad, "RBMS member survey results," 437
Ohr-Campbell, T., cartoons, 73, 264, 436, 610, 817; illus., 274–76, 388, 523–25, 541
"Old Dominion celebrates 22nd annual Literary Festival" & logo, 895
Olive, Fred, letter to the ed., 456–57
Olson, Michael, photo., 895
"On audiocassette tapes," ACRL, National Conference, *1999*, insert (no. 6)
"One-stop shopping for college rankings" & logo, U. of Ill., U-C, 73
"Opinion pages," rev. of, 956–57
"Order Annual Conference audiocassettes," 623
Or. State U., "Dedicates library" & photo., 609–10
"Oregon State University faculty vote for more money for library," 356

P

Packard, Victoria Lynn, "Create your own world: what's available with GIS" & logos, 165–69
Padley, Pamela Moffet, photo., 756
Palm, Miriam, retired, 575
Pankake, Marcia, photo., 895
Papangelis, Penelope, rev. ("Diversity Rx (Web site)" & logo), 200–201
"Participate in ACRL X," ACRL, National Conference, *2001*, 831
Pawlek, Cynthia F., news note, 487
Peischl, Thomas, appt. & port., 118–19
"Penn State launches mass deacidification process," 159
Penson, Merryll S., news note, 487, 778
People come first: user-centered academic library service, Montanelli, ed., 357
"People in the *News*", Young, 40–42, 118–20, 217–20, 329–31, 407–10, 487–90, 572–75, 665–68, 778–81, 865–68, 965–69
Perry, Emma Bradford, "Grant resources on the Web: where to look when you need funding" & logos, 543–45
"Personal best: the continuous process of learning to be a self-leader," Deiss, 193–94
"PharmInfoNet" & logo, rev. of, 32
"Photo contest to highlight National Library Week," Wallace, 97
Pierard, Cindy, rev. ("Search engine watch" & logo), 656
Piternick, George, deceased, 410
Plank, Marietta A., appt., 779
"Political database of the Americas" & logo, rev. of, 400–401
Popko, John, photo., 636
Popular Culture Assoc., "Call for papers on popular culture," 521–22
Pound, Anne, appt., 666
Pourciau, Lester J., "The ICONMAL '98 conference: new missions of academic libraries in the 21st century," 91–92; news note, 487
"Preservation news," Hedberg, 28, 110, 199, 320, 398, 478, 564, 654–55, 760, 850, 954
Princeton U., "High-tech, off-site facility housing books to be built," 355
Pritchard, Sarah M., appt., 218
"Project Muse announces pricing options for 2000," Johns Hopkins U., 818
"Providing authenticated access to Web resources: solutions to IP address restrictions," Esterhazy, 617–18
"Public hearing in New Orleans," ACRL, 379
"Publishers' catalogues home page" & logo, rev. of, 769
"Putting it all together," Wilkie, 742–43

Q

"Quackwatch" & logo, rev. of, 32
Quinlan, Susan, retired, 781

R

"Racing toward tomorrow, part 1: coverage from ACRL's 9th National Conference" & photos., 442–50, 457
"Racing toward tomorrow, part 2: more reports from ACRL's 9th National Conference" & photos., 547–54, 557
Rader, Hannelore B., "Libraries as gateways to an enlightened world: the 65th IFLA Conference" & photo., 732–33, 769; "Named Academic/Research Librarian of the Year" & port., 279, (port., cover, no. 4); photos., 359, 621, 757; "The Second National Conference on Information Literacy: user instruction and new educational models" & photo., 851–52
Radford, Marie L., *The reference encounter: interpersonal communication in the academic library* & photo., 265
"Rare book, manuscript, and special collections library, Duke University" & logo, rev. of, 859
"Rare book librarians meet in Montreal," Westbrook, 627
Rare Books and Manuscripts Librarianship Award, *1999*, 283–84; *2000*, 644
"RBMS member survey results," Oftelie, 437
"RBMS preconference to explore 'Border crossings' in Montreal," ACRL, 6
"RBMS seeks papers for 2000 preconference," 438
Rast, Elaine Kirkpatrick, deceased, 490
Rathbone, Marjorie, photo., 435
"Read/hear all about it," ACRL National Conference, *1999*, 445
"Read more about GIS," 169
Reed Reference/K. G. Saur, K. G. Saur Award for Best *College & Research Libraries* Article, *1999*, 280; *2000*, 644
Reeves, Roberta, photo., 437
The reference encounter: interpersonal communication in the academic library & photo., Radford, 265
"Reflections on academic libraries as self-organizing systems: ways leaders can support staff," Sullivan, 393–94
Reichel, Mary, "English and Reichel will vie for ACRL office," 435–36; "Named Dudley Instruction Librarian" & port., 280–81; "Reports from the Congress on Professional Education: observations," 473–74
Reid, Marion T., "Reports from the Congress on Professional Education: what have you done for a library school lately?" 474, 484
Reilly, Rebecca, photo., 435
"Remember when you were information illiterate?: make sure students know the basics," Kimball, 556–67, comments, 833
"Reports from the Congress on Professional Education: observations," Reichel, 473–74
"Reports from the Congress on Professional Education: what have you done for a library school lately?", Reid, 474, 484
Retirements, 42, 120, 219, 331, 409, 489–90, 575, 667–68, 780–81, 868, 968–69
"Reviewers sought," *C&RL news*, 324
Rible, Jim, rev. ("PharmInfoNet" & logo), 32
Richards, Tim, letter to the ed., 456
Richland Coll., "Receives community College award," 284
Rider U., "Getting blood from a stone: squeezing an inexpensive lab/electronic classroom into a medium-sized academic library" & photos., 536–41
"The river's rising, and all we have are teaspoons: designing instruction for a renovated library" & photos., Furlong, 531–34
Roberts, Paul A., appt., 330
Roblin, Margie, photo., 817
Rochell, Carlton, retired, 331
Rockwell-Kincanon, Janeanne, photo., 723
Rockwood, Irving, port., 944
"Rocky Mountain College dedicates new library," 895
Romero, Lisa, D'Arcy Advertising Collection, 38 (& photo.)
Rooks, Dana C., photo., 635, 636, 934
Rosales, Rey, photo., 437
Rose, Robert F., photo., 636
Rosenzweig, Michael, "Expanding competition in scholarly publishing" & port., 160; "Founder/editor of science journal breaks with publisher," 7; ports., 154, 547
Routledge Press, Significant Achievement in Women's Studies Librarianship, *2000*, 644
Rudd, Peggy D., appt., 779
Rusk, Michael David, news note, 572
Russell, Beth M., "Cushing Memorial Library: a new face for an old building" & photos., 366–68
Russell, Keith W., appt. & port., 779
Rutter, Sara, rev. ("Publishers' catalogues home page" & logo), 769
Ruzicka, Rudolph, "The Harlem River" is a three-color wood engraving, (cover, no. 11)

S

Sager, Rochelle, deceased & port., 490
S. Louis U., "Missouri brings up online union catalog," 264
Samuel Lazerow Fellowship, *2000*, 644
Saunders, Laverna, "ACRL/Harvard Leadership Institute: professional development at its best" & photo., 645–47
Sauperl, Alenka, "Doctoral Dissertation Fellowship awarded," 283
Saur (K. G.) Award for Best *College & Research Libraries* Article, *1999*, 280, *2000*, 644
Saxton, Elna L., "African American culture: some sites you should bookmark" & logos, 9–12
Saylor, Cynthia E., rev. ("Arctic Studies Center" & logo), 657
Schloman, Barbara, news note, 665
Schmidt, C. James, "Candidates for ALA president" & port., 185–88
Schneider, D. W., deceased, 868
SPARC, "Oberlin Group libraries join SPARC," 158
Schroeder, Pat, port., 442; "Schroeder and Neal on Web through July 8," 442
Scilken, Marvin H., deceased, 219–20
Scott, Marianne, retired, 781
Seale, Paul, photo., 899; "Student advocates: the key to successful funding for a new building" & photos., 899–902
"Search engine watch" & logo, rev. of, 656
"The Second National Conference on Information Literacy: user instruction and new educational models" & photo., Rader, 851–52
"Section committee volunteer form," ACRL, 759
"Seeks column editor," *C&RL news*, 897
Seeliger, Ronald A., retired, 868
Selecman, Charles, photo., 72
Senior, Heidi, rev. ("Best information on the net (BIOTN)" & logo), 565
Sharpe, Jane F., "Incorporating Internet resources into bibliographic instruction: know your limits," 75–76
Sheehy, Carolyn A., news note & port., 965
Shirkey, Cynthia D., "Twentieth-century authors: biographic and bibliographic information is just a click away" & logos, 904–7
Siena Coll., "Going, going...sold for $20,000: sponsoring an art auction on a college campus" & photos., 87–89
Significant Achievement in Women's Studies Librarianship, *2000*, 644
Silvis, Gregg A., news note, 487
Simmons-Hodo, Simmona, news note, 572
Simmons-Welburn, Janice, news note, 487
Simpson, Charles W., news note, 487
Sinclair, Bryan, revs. ("Google! search engine" & logo, 481; "U.S. Census Bureau's American FactFinder" & logo, 656–57)
SIRSI, "Six Texas colleges select SIRSI," 265
"Six Texas colleges select SIRSI," 265
Smith, Ann M., comp., *Friends of college libraries*, 2nd ed., 265
Smith, Jessie Cottman, retired, 409
Smith, Mark A., rev. ("The Copyright Web site"), 201
Smithsonian Institution, "Vaughan's autumn bulbs and plants" 1898 catalog, (cover, no. 7)
"Snap" & logo, rev. of, 112–13
Snavely, Iren L., Jr., news note, 572
Snow, Jennifer K., rev. ("Maps and directions" & logo), 858

"Social sciences data on the net" & logo, rev. of, 401
"Southern Illinois University's library staff honored their student assistants" & photo., 437
Southern Kentucky Festival of Books, "Librarians and publishers host festival" & poster, 522
Southern Methodist U., "Dedication of the Laura Bush Promenade" & photo., 520
"Southern Methodist Univ. unveils new online system," 815
"Southern Methodist University opened its new Fondren Library Center" photo., 72
Southwest Mo. State U., "Student advocates: the key to successful funding for a new building," 899–902
Sowards, Steven W., "Observations of a first-year middle manager: thirteen tips that can save you" & illus., 523–25, 541
Spalding, Helen H., photos., 635–36, 934
"Spinning straw into gold: a look at Cuesta College's Friends of the Library" & photo., Gamewell, 649–51, (cover, no. 8)
"Staff welcomed freshmen" photo., Coll. of Wm. & Mary, 815
Stallberg, Erin, photo., 435
"Standards for college libraries: a draft," ACRL, 375–81
"Stanford's Green Library reopened" & photo., 815
"Statewide reciprocal borrowing and document delivery comes to Florida," 157
Steadman, R. G., "Tetouka," a watercolor, (cover, no.9)
Stenstrom, Patricia, ed., *People come first: user-centered academic library service*, 357
"Stereotypes don't fit the librarian," Richards, 456
Stillwell, Lisa, photo., 435
Stout, Leon, news note, 572
Strawn, Gary L., news note, 965
"Strengthening modern Greek collections: building U.S./Greek library partnerships," Case, 559–61
Studdard, Paul, "How undergraduate schools can afford online chemistry searches," 611
"Student advocates: the key to successful funding for a new building" & photos., Horny, 899–902
"Student learning in an information age: the conference-within-a-conference," Lessin, 553
"Subscription agents develop standard licenses," 721
Sullivan, Maureen, "Message from the president" & port., 916–17; news note & port., 487; photos., 313, 621, 635–36, 934; "Reflections on academic libraries as self-organizing systems: ways leaders can support staff," 393–94
"SUNY/OCLC name change," 357
"Support Library Legislative Day!", ALA, 72
Sutton, Margot, "Job Shadow Day 2000: a commitment to the future" & form, 826–27; port., 944
Swanson, Judith, photo., 752
Swanson, Signe, rev. ("Media literacy online project (MLOP)"), 957
Swearingen, Wilba, appt., 218
Sweat, Mary Lee, photos., 635–36, 934
"Symbols.com" & logo, rev. of, 323
Symons, Ann K., "Internet safety issues: the challenges and opportunities they present" & poster, 96–97

T

Talan, Harriet, retired, 781
Tamblyn, Eldon, deceased, 220
Taylor, David C., "News from the University Libraries Section," 624–25
"Teaching undergrads WEB evaluation: a guide for library instruction," Kapoun, 59:522–23, comments, 15
"Ten ways to improve your Web site: take time to dust off those Web sites," Cunningham, 614–15, 628
"Tetouka," a watercolor, Steadman, (cover, no.9)
Tex. A&M, "Cushing Memorial Library: a new face for an old building" & photos., 366–68
Thompson, Gary B., "Going, going...sold for $20,000: sponsoring an art auction on a college campus" & photos., 87–89
Thompson, Hugh, "ACRL wraps up year 1 of Academic Library Statistics project: how you can get the results" & photo., 760–61; port., 945
Thompson, Ronelle K. H., comp., *Friends of college libraries*, 2nd ed., 265
Thornton, Glenda, appt., 40–41
"3M/NMRT Professional Development Grant helps ACRL member" & port., 436
"The time to lead: ACRL seeks nominees for office," ACRL, 317–18
Tompkins, Philip, retired & port., 490
Tozer, Kirsten, rev. ("Jurist" & logo), 323–24
"Traveling exhibitions: providing endless cultural programming opportunities" & photos., Goodes, 835–38
Treadwell, Jane B., news note, 487
"Tune-up for optimum reference performance," Memmott, 664
Turner, I. Bruce, news note, 407
Turner, R. Gerald, photo., 72
Turner, Suzanna (Suzy) J., news note, 329
"Twentieth-century authors: biographic and bibliographic information is just a click away" & logos, Mach, 904–7
"22 signs that you have had too much of the 90's ...", 897

U

Ulmschneider, John E., appt. & port., 965–66
"UMI changes name to Bell & Howell," 436
UnCover, "CARL Corp. purchased by founder, Ward Shaw," 158
"USPTO Web patent databases" & logo, rev. of, 768–69
"U.S. Census Bureau's American FactFinder" & logo, rev. of, 656–57
"Univ. of Harford offers college library newsletters on the Web," 356–57
"University and public library to build research center in Florida," 609
U. of Ariz., "Wins IS Innovation Award" & logo, 281–82
UC, Berkeley, "Endowed chair established at Berkeley," 71
"UCI libraries uses bookplates to honor employees," 159
"UConn partners with African National Congress," 263
"Univ. of Calgary opens information commons" & photo., 896–97
U. of Fla., "Geeksquad to the rescue!" & photo., 612
U. of Fort Hare, "UConn partners with African National Congress," 263
U. of Ill., U-C, Bookplates (3), 265; D'Arcy Advertising Collection, 38 (& photo.); "Developing Web pages for professional communication" & photo., 816; "One-stop shopping for college rankings" & logo, 73
U. of Iowa, "Keeping our word: preserving information across the ages" & photos., 629–32, 644
"Univ. of Iowa endowment honors Creth," 610–11
U. of Louisville, "New approaches to funding and community support: forming partnerships to serve all" & photo., 358–59, 364, 381
U. of Maine, "The river's rising, and all we have are teaspoons: designing instruction for a renovated library" & photos., 531–34
U. of Manitoba, "Providing authenticated access to Web resources: solutions to IP address restrictions," 617–18
U. of Miami, "Architects and librarians: a baseball experiment with American fiction and stadium design" & photos., 385–86, 391
"Univ. of Michigan School of Information offers dual degrees," 721
U. of Minn., "New Minnesota archives named," 818
U. of Nev., Reno, "Computing lab at the Getchell Library" photo., 719
U. of New Orleans, Invitation to the Mardi Gras reflects Comus's theme in 1902, "The Fairy Kingdom," (cover, no. 5), 353; View of Canal Street, ca. 1920s, 352
U. of Ore., "Checking out digital cameras: providing tools for Web publishing and interactive multimedia," 83–85, 92
U. of Pa., Leab Award honorable mention, 436–37
"Univ. of Pittsburgh provides access to Chinese journals," 5
U. of S.C., "John Updike was the featured speaker" & port., 7; Leab Award, 436–37

U. of S. Fla., "Building a virtual library: how the University of South Florida libraries did it," 267–69
"USC and Natural History Museum forge partnership," 160
U. of Tenn., "Fun run raises money for Univ. of Tennessee libraries," 519
U. of Toronto, Leab Award, 436–37; Leab Award honorable mention (2), 436–37
"University of Virginia's library cafe ranks #5," 264–65
U. of Wash., "Immersion '00 offered at University of Washington," 817
Updike, John, "Was the featured speaker" & port., U. of S. C., 7

V

Valentine, Barbara, rev., ("Encyclopedia Britannica's Eblast" & logo), 113
Van Orsdel, Lee C., appt. & port., 573; news note, 778; photo., 313
"Vaughan's autumn bulbs and plants" 1898 catalog, (cover, no. 7)
Vega Garcia, Susan A., rev. ("Hispanic/Latino news service" & logo), 324
View of Canal Street, ca. 1920s, Moore, 352

W

Wakimoto, Jina Choi, photo., 521
Walden, Barbara, photo., 895
Wallace, Linda, "Photo contest to highlight National Library Week," 97
Wand, Patricia Ann, "ACRL candidates for president share plans for ACRL: vote in the election this spring," 98–102; port., 98
Ward, Ann Baker, retired, 42
Ward, Dane, photo., 752
Warner, Diane, news note, 217
Warner, Dorothy A., "Getting blood from a stone: squeezing an inexpensive lab/electronic classroom into a medium-sized academic library" & photos., 536–41
"Washington hotline," Bradley, 109, 319, 396, 476, 481, 563, 652–53, 764, 854, 953; Costabile, 26; Weingarten, 197
Wash. U., "Missouri brings up online union catalog," 264
Watts, Margit Misangyi, photo., 752
Waugh, Kappa, cartoons, 5, 158, 277, 356, 521, 721; illus., 390
The way I *see it* ("Collaborative values and survival of the print record: together librarians can preserve collections," Enniss, 459–60, 464; "Don't lead a road warrior existence," Farmer, 59:784–85, comments, 15; "DVD," Bravy, 848–49; "Holocaust denial and libraries: should libraries acquire revisionist materials?" Drobnicki, 463–64, comments, 651; "Image *is* everything" & cartoon King, , 277, 318, comments, 456; "A librarian's manifesto," Kimball, 912–13; "Remember when you were information illiterate?" Kimball, 556–67, comments, 833; "Reports from the Congress on Professional Education," Reichel & Reid, 473–74, 484)
Weatherington, Elsie Stephens, news note, 865
"Web forms: improving, expanding, and promoting remote reference services," Haines, 271–72, 291
"Web forms to check out," 291
"Web sites to surf" about cyberplagiarism, 373
Webster, Judith D., deceased, 120
Weingarten, Rick, "Washington hotline," 197
Weisskopf, Vera J., appt., 119
Wells, Rosemary, "Miami Book Fair International" poster, 16th ed., (cover, no. 10)
Wenrich, J. William, news note, 487
Westbrook, Bradley D., "Rare book librarians meet in Montreal," 627
Westermann-Cicio, Mary, news note, 865
"WESS represents ACRL at Frankfort Book Fair" & photo., 895
"WESS 20th anniversary papers on Web," ACRL, 817
Western Md. Col., "Incorporating Internet resources into bibliographic instruction: know your limits," 75–76
Wheatley, Nicole, port., 945
Whitfield, Sue Trammel, photo., 72
Whyte, Susan Barnes, appt., 866
Wiggins, Gary, news note, 40
Wilkie, Everett C., Jr., "The history of the guidelines," 306–7; "Putting it all together," 742–43
Wilkins, Jean, appt., 330
Williams, Karen, photo., 752
Wilson, Lizabeth (Betsy), "ACRL candidates for president share plans for ACRL: vote in the election this spring," 98–102; ACRL vice-president & port., 467–68; photo., 752, port., 98
Wilt, Charles, photo., 261
Wise, Mary, rev. ("Academic info" & logo), 112
Withers, Rob, "Foreign language, literature, and culture: a look at what's new for students and scholars" & logos, 361–64, 410; "Incorporating Internet resources into bibliographic instruction: know your limits," 75–76
WLN, "OCLC and WLN complete merger," 158
Wolfgram, Juliann, photo., 521

Y

Yale U., Leab Award honorable mention, 436–37; "OCLC converting 2 million records for Yale," 519
York U., "Dusty old books: a collaborative approach to bibliographic instruction" & illus., 388–91
Young, Ann-Christe, "ACRL honors the 1999 award winners: recognizing professional contributions and scholarly research," 278–84; "Grants and acquisitions," 37–38, 117, 211–12, 327, 404–5, 485, 569–70, 663–64, 775–76, 863–64, 963–64; "People in the *News*," 40–42, 118–20, 217–20, 329–31, 407–10, 487–90, 572–75, 665–68, 778–81, 865–68, 965–69; port., 945
Young, Sheila, "Electronic developments in chemical information: a report on the Trisociety Symposium," 14–15
Yurgelonis, Chris, photo., 723

Z

Zald, Anne, photo., 752
Zalewski, Wojciech, retired, 490
Zenelis, John G., appt. & port., 408
Zimmerman, Julia, appt., 666
Zoe, Lucinda R., rev. ("Opinion pages"), 956–57

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